Water Sampling Instructions

Sample Submission Requirements:

Please ensure samples are received at the laboratory within 24 hours of collection and that samples are stored under refrigeration conditions until either picked up by our courier or during shipment to the lab with blue ice packs.

Sample Identification Instructions:

The Water Potability Sampling Form can be found on our website or requested from our Client Service team. The name of collector, signature of collector, source of the water, date and time of collection are required information and should be identified on the sample analysis request form. The sample itself should be marked in sharpie with the description used on the Sample Analysis Request Form. **Form 230C** should be used for non-drinking water suppliers, and **Form 230F** for drinking water suppliers. **Form 230F** should also include the following information: Emergency Contact Information (for reporting to State Water Board), and Lot # of the water vial provided by FML.

Sampling Considerations:

Wash hands with soap and water before sampling or handling sterile sampling containers.

Water Sampling Containers: Commercially purchased pre-sterilized plastic bottles containing a tablet of sodium thiosulfate ($Na_2S_2O_3$) are used as the collection container. Sodium thiosulfate is a dechlorinating agent that neutralizes any residual halogens and prevents continuation of bactericidal action during sample transit.

The water tap to be sampled is opened fully and the water allowed to run for a time sufficient to flush the water line. Usually 2 or 3 minutes is sufficient. After the flushing period aseptically open the sterile cup, taking care not to touch any surfaces inside the cup, lid, or rim. Place the rim of the cup near the edge of the water stream without adjusting the valve to reduce the flow. Fill the container to the 100 mL mark at least, without allowing water overflow or loss of the thiosulfate tablet from the cup. Filling to just above the 100 mL mark will provide the minimum quantity to perform the test. The air space above the fluid facilitates mixing by shaking after the cap is secured. Care must be taken to not overfill the bottles much beyond the 100 mL mark because it may dilute the final sodium thiosulfate concentration such that it will not work. If the thiosulfate tablet is accidentally flushed out of the sample cup, dispose that sample cup and use another one. After the sample is collected the bottle is then immediately capped. Sample cups must be labeled with the sample description, the time and date of collection, and the name of the person who collected the sample. The EPA requires a minimum volume of 100 mL to be tested, and thus if the cup is filled below the 100 mL mark, it cannot be tested.

Ice: Ice samples should be collected in a sufficiently sized sterile vessel and allowed to melt. The water from the melted ice is then collected in the pre-sterilized plastic bottles containing sodium thiosulfate. A minimum of 100 mL melted ice is required for testing. Care must be taken as above to avoid overfilling or loss of the preservative tablet from the container.

Shipping Considerations:

Store samples under refrigerated conditions until they are shipped to the lab. Ship via standard overnight delivery using insulated packaging with ample ice packs to maintain temperatures of less than 7°C / 44°F during transit. Do not use overnight with special Early AM or First Priority, because the laboratory receiving opens at 8 AM.